

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION JOINT
MEETING OF THE BOARD OF DIRECTORS AND ADVISORY COUNCIL**

**LOCATION: The Sanders Room at the Grassdale Center
108 Old Reedy Point Bridge Road
Delaware City, DE 19706**

April 17, 2015 – 8:30 a.m.

Meeting Minutes

ATTENDANCE

Board Members:

Susan Frank, Chairperson
Herb Inden
Michael Morton
Herbert Netsch
Richard Cathcart
Bert Scoglietti
Laura Lee
Rick Geisenberger
Dale Slotter

Advisory Council Members:

Nicole Majeski
Hughlett Kirby
Richard Forsten
Brendan Mackie
David Turley
Paul Parets
David Curran
David Holden

Staff:

Matthew P. Chesser, DNREC
Chris Griffiths, Connolly Gallagher
Jim Hall, DNREC

Other:

Stan Green, Delaware City
Mo Gomez, Sasaki Associates
Justin Fay, Sasaki Associates
Peter Benton, Heritage Strategies
Bob Malinowski
Tim Konkus
Billie Travalini

I. Call to Order/Introductions/Announcements

Ms. Susan Frank, Chairperson, called the first joint meeting of the Fort DuPont Redevelopment and Preservation Corporation Board of Directors and Advisory Council to order at 9:07 a.m. She offered some background on the legislation that created the Board and Council and asked attendees to introduce themselves and what organizations they represent.

Ms. Frank recognized Stan Green, Mayor of Delaware City. Mr. Green thanked all of the members of the Advisory Council for their willingness to serve.

II. Sasaki Presentation

- a. Mr. Chesser introduced Justin Fay from Sasaki Associates, the consulting team tasked with creating architectural standard for the Fort DuPont site. Mr. Fay introduced his team and began with an overview of the original master plan process and the 2013 final plan. Mr. Fay and his team then continued on to explain the history of the site, the thought process behind the architectural standards and summary of the development of draft architectural standards to date. This included an in-depth review of one area of the site, the Branch Canal Neighborhood, to demonstrate the level of detail to be expected for the product across the site.

The Board and Advisory council members asked questions at various points throughout the presentation and had a general discussion on the standards and various details of the site.

III. Old Business

- a. Approval of Minutes:
 - i. A motion was made to approve minutes as written. Motion carried.
- b. Treasurer's report
 - i. Mr. Scoglietti passed out a report that gave an overview of the available, encumbered, and expended funds for the corporation. Mr. Scoglietti explained the report to the group. A motion was made to accept the report. Motion carried.
- c. Website and logo
 - i. Mr. Chesser stated that Mr. Mahaffie was continuing to work on the site and the logo. Mr. Geisenberger stated that he would see if the work could be completed by the May meeting. Ms. Lee stated that she had given Mr. Mahaffie all of the information and photos that he needed on the history of the site.
- d. Fort Monroe Tour
 - i. Mr. Chesser explained for the new attendees the past visit to Fort Monroe in Hampton Roads, Virginia by the Implementation Team and the reasons behind the interest in getting a new tour together for the Board and Advisory Council members to see Fort Monroe. Ms. Frank stated that the tour discussions would wait until an Executive Director was hired.
- e. RFP for Outside Counsel
 - i. Mr. Chesser explained that the closing date for the Outside Counsel RFP is May 14, 2015. He stated that there is an earlier date for interested groups to send questions by but has not received any to date. The RFP is advertised on the Attorney General's website and on Delaware Marketplace.

IV. New Business

a. Site Activation projects

- i. Mr. Chesser listed a series of projects that Parks staff generated that would help clean up the site, protect historic properties, encourage activation of the site, or prepare the site for upcoming redevelopment activities. The Board and Advisory Council members discussed the projects and prioritization of the projects. Roofs were given a priority as was the removal of old fence along the canal and the entrance. Ms. Frank asked for a motion to approve up to \$40,000 to repair one of the duplexes at the Fort for the Corporation's office. Motion carried. Mr. Chesser stated that he would get some updated pricing on roofing.

Mr. Mackie mentioned that the names of the streets in the campus were changed by the State when it took over ownership in the 1940s and there could be thought given to renaming the streets back to their historic military names.

b. Executive Director search

- i. Ms. Frank stated that she was expecting 6 candidates to move forward for interview by a committee of the Board. The committee would be comprised of Mr. Frank, Mr. Scoglietti, Mr. Geisenberger, and Mr. Cathcart. It would be likely that 2 candidates would move forward for an interview by the full Board. Interviews could be held over 2 mornings at the search firm offices.

c. Advisory Council

- i. Ms. Frank stated that Mr. Salter could not be at the meeting but that they would be getting together to figure out the best way to move forward with Advisory Council meetings and come up with a regular meeting schedule.

Mr. Cathcart mentioned that the annexation would still need to move forward and that request would have to Delaware City come from the State. There would have to be some discussion on who would be the proper person/agency to make that request.

V. Public Comment

Ms. Billie Travalini asked questions about the age of some of the buildings at the site. She reiterated her request that the Board honor the memory of the children that were at the site. Ms. Frank thanked Ms. Travalini for her comments and again noted the Board was very early in the process of planning for the site.

Mayor Stan Green recommended that anyone who could attend the Fort Monroe when it scheduled should do so as a "shot in the arm" for energizing themselves about the Fort DuPont project. Second, he stressed the importance of having the Executive Director position filled as quickly as possible.

VI. Adjourn

Ms. Frank asked for a motion to adjourn. The meeting adjourned at 10:44 a.m.